Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Describe the project’s objectives, vision, and/or overall purpose. Why did you choose your topic? What kind of effect do you want to have on your audience?
2. List the software applications used to create the project. List any additional equipment (scanners, digital camera, etc.) used in the creation of your project.
3. Provide a brief description of the process used to create the project including the amount of time spent creating it and the names of all contributors.
4. List any templates you may have used, altered, or modeled your project after, and describe the changes you made to adapt it to your project (if you did not use any templates, put Not Applicable).
5. Cite **ALL** sources of information, audio, video, images, etc. used in your project, including your own work. For any element that is not your own original work and/or owned by someone else, written permission from the copyright owner is **REQUIRED** and should be attached.

6. Provide any additional information the judges should be aware of while evaluating the project. (If necessary, provide any information judges will need to know in order to operate/understand the program, or provide a step-by-step tutorial.)

If necessary, provide any information judges will need to know in order to operate/understand the program, or provide a step-by-step tutorial. Please make sure all passwords are removed from the computers to ensure the judges are able to access the projects.